



**Rochford District Council**

# **LOCAL DEVELOPMENT SCHEME**

**1<sup>st</sup> REVISION TO THE  
ADOPTED VERSION**

**January 2006**



**Rochford District Council**  
**Local Development Scheme 2005-8**

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# Rochford District Council

## Local Development Scheme 2005-8

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**Rochford District Council**

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**This document is prepared for Rochford District Council, as required by the Planning and Compulsory Purchase Act 2004 (P&CPA).**



# Rochford District Council Local Development Scheme 2005-2008

## CORPORATE VISION & PRINCIPLE AIMS

Rochford District Council (RDC) has the following Corporate Vision:

**To make Rochford the place of choice in the County to live, work and visit**

To help realise that vision the Council has adopted six principal aims:

- 1. To provide quality cost effective services;**
- 2. To work towards a safer and more caring community;**
- 3. To promote a green and sustainable environment;**
- 4. To encourage a thriving community;**
- 5. To improve the quality of life for people in the district; and**
- 6. To maintain and enhance local heritage and culture.**

## 1. OVERVIEW

- 1.1 The Local Development Scheme (LDS) identifies how Rochford District Council intends to produce its Local Development Framework (LDF). It serves two principal purposes:
  - It provides the starting point for the local community to find out what the District Council's planning policies are for the district, and sets out the current documents which form the development plan for the district; and
  - It sets out the programme for the preparation of local development documents over a three-year period including timetables that will tell people when the various stages in the preparation of any particular local development document will be carried out.
- 1.2 The period that the first LDF will cover has not been specified. It will be determined in part by the issues and options consultation and in part via the continual monitoring to be undertaken on the implementation of the LDF. The adopted Rochford District Local Plan (First Review) [RDLPFR] or RDRLP will remain in force for determining planning applications until superseded by the adoption of the LDDs.
- 1.3 This is the first LDS to be prepared by Rochford District Council. It will be kept under review and amended when appropriate. Its will be reviewed in 2007. The LDS is set out as follows:

### INTRODUCTION

A brief overview of the purpose and function of the LDS.

### GLOSSARY

A glossary of terms used within this document.

### PRODUCTION SCHEDULE

Two tables showing each LDD to be produced, its role and its position in the chain of conformity.

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### **PROGRAMME**

The overall programme setting out timetables and key milestones for the production of each LDD.

### **LDD SUMMARIES**

A brief profile of each LDD setting out its role, geographical coverage, status, timetables for production, broad indication of resource requirements and the approach to involving stakeholders.

### **SUPPORTING STATEMENT**

A brief statement explaining how:

- the LDF will be structured;
- the evidence base will be managed;
- monitoring and review will be undertaken; and
- Supplementary Planning Guidance will be reviewed under the new system.

### **HOW TO USE THIS DOCUMENT**

- 1.4 Before reading the schedules, programmes, and profiles it is recommended that the reader familiarises themselves with the terminology set out on pages 3 and 4 of this LDS. This contains the various abbreviations that are used throughout the LDS and their definitions. For further clarification on any point reference should be made to the supporting statement contained at the back of the LDS.
- 1.5 Further information can be obtained from the Council's Planning Policy team:



**E-mail**

**Website**



01702 318002

[planning.policy@rochford.gov.uk](mailto:planning.policy@rochford.gov.uk)

<http://www.rochford.gov.uk>

Rochford District Council, Council Offices, South Street, Rochford,  
Essex SS4 1BW



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### GLOSSARY

<b>AAP</b>	<b>Area Action Plan</b> These Plans will focus upon implementation, providing an important mechanism for ensuring development of an appropriate, scale, mix and quality for key areas of opportunity, change or conservation.
<b>AMR</b>	<b>Annual Monitoring Report</b> Authorities are required to produce AMRs to assess the implementation of the LDS and the extent to which policies in LDDs are being achieved.
<b>CAA</b>	<b>Conservation Area Appraisal</b> An assessment made by the local planning authority of the character of a conservation area, including details of the features that justify the designation.
<b>DPD</b>	<b>Development Plan Document</b> The Documents that a local planning authority must prepare, and which have to be subject to rigorous procedures of community involvement, consultation and independent examination. Should include the following elements: <ul style="list-style-type: none"><li>• Core Strategy</li><li>• Site specific allocations of land</li><li>• Area action plans (where needed); and</li><li>• Proposals map (with inset maps, where necessary)</li></ul>
<b>LDD</b>	<b>Local Development Document</b> LDDs will comprise of DPDs, SPDs, SCI, and the SEA/SA.
<b>LDF</b>	<b>Local Development Framework</b> The LDF will contain a portfolio of LDDs that will provide the local planning authority's policies for meeting the community's economic, environmental and social aims for the future of their area where this affects the development of land.
<b>LDS</b>	<b>Local Development Scheme</b> The LDS sets out the programme for preparing the LDDs.
<b>PP</b>	<b>Parish Plan</b> An initiative whereby local people can prepare a document that sets out their wishes for the development of their area.
<b>PPS</b>	<b>Planning Policy Statement</b> Government statements of national planning policy, being phased in to supersede Planning Policy Guidance notes (PPGs)
<b>RDRLP</b>	<b>Rochford District Replacement Local Plan</b> The District Council is currently preparing a replacement local plan, which will update the current, adopted local plan – the Rochford District Local Plan (First Review).



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- RSP**      ***Replacement Structure Plan***  
The Essex and Southend-on-Sea Replacement Structure Plan, adopted 9<sup>th</sup> April 2001.
- RSS**      ***Regional Spatial Strategy***  
The RSS, incorporating a regional transport strategy, provides a spatial framework to inform the preparation of local development documents, local transport plans and regional and sub-regional strategies and programmes that have a bearing on land-use activities. RSS14, more commonly known as the *East of England Plan*, relates to the Rochford district.
- SA**      ***Sustainability Appraisal***  
Assessment of the social, economic, and environmental impacts of the policies and proposals contained within the LDF.
- SCI**      ***Statement of Community Involvement***  
Document explaining to stakeholders and the community, how and when they will be involved in the preparation of the LDF, and the steps that will be taken to facilitate this involvement. This document will have DPD status.
- SEA**      ***Strategic Environmental Assessment***  
Assessment of the environmental impacts of the policies and proposals contained within the LDF.
- SPD**      ***Supplementary Planning Document***  
SPDs are intended to amplify and expand upon 'saved' development plan policies, but do not have their status. They do not include standards in their own right.



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### **3 PRODUCTION SCHEDULE**

- 3.1 This section is divided into two tables, dealing with all the local development documents. The tables are split so that one table deals with those documents which will form part of the statutory development plan as specified under S.38(3) of the Planning & Compulsory Purchase Act 2004. Table 2 deals with Supplementary Planning Documents, which will not form part of the statutory development plan.
- 3.2 Whilst work is scheduled to commence on the collection and updating of the evidence base and the formal preparation of LDDs, the local planning authority is mindful that there will be no up to date Regional Planning Guidance or Regional Spatial Strategy until the middle of 2006. This adversely affects the preparation timetable as the local planning authority cannot reasonably plan for development until some measure of certainty is afforded in terms of dwelling numbers.
- 3.3 The number of dwellings to be accommodated in the district will significantly affect the preparation of other policy areas, including policies relating to the green belt, employment and leisure and tourism. The formal submission of LDDs is not expected to commence until after late 2006 when a greater degree of certainty will be possible.
- 3.4 Given the importance of this document in setting out the local planning authority's position with regard to development planning for the next three years, it has also been thought to be prudent to identify documents which are unlikely to come forward within the three year timescale, but which form an integral part of the authority's longer-term plans for development planning within the district.



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**TABLE 1 – Local Development Documents  
(part of the statutory development plan)**

<b>Document title</b>	<b>Brief description</b>	<b>Chain of conformity</b>	<b>Status</b>	<b>Resources</b>
Rochford District Local Development Scheme	Will identify the programme for preparing LDDs and for saving policies	PPS & RSS	N.a.	In-house
Rochford District Replacement Local Plan	Policies from the RDRLP will be selected as an interim measure to ensure consistency	RSP	N.a.	In-house
Core Strategy	Will set out the vision, objectives and spatial strategy for the district and the primary policies for achieving the vision	PPS & RSS	DPD	In-house
Allocations	Will identify the sites proposed for housing, employment, cemetery and country park development to meet the vision identified in the core strategy. It will also set out the policies which refer to the development of allocated sites	Core Strategy	DPD	In-house
Development Control Policies	Will contain policies which whilst not being strategic or site specific will ensure that development in the district meets certain criteria and contributes to the achievement of the vision and core strategy. They will include parking standards.	Core Strategy	DPD	In-house
<b>SECOND CYCLE DOCUMENTS</b>				
Section 46 Contributions	Will provide the framework for gaining contributions under S.46 of the Act, when this part becomes operational.	P&CPA & Core Strategy	DPD	In-house

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**TABLE 2 – Local Development Documents  
(not part of the statutory development plan)**

<b>Document title</b>	<b>Brief description</b>	<b>Chain of conformity</b>	<b>Status</b>	<b>Resources</b>
Statement of Community Involvement	Will set out the standards and approach to involving stakeholders and the community in the production of the LDF.	P&CPA	LDD	In-house & consultants
Annual Monitoring Report	Will be used to ensure that the LDF is kept to schedule or that the schedule is adjusted and will inform the policy development process.	P&CPA & regional AMR	N.a.	In-house
Supplementary Planning Documents	Documents used to expand policy or provide further detail to policies in DPDs	PPS, RSS & DPDs	SPD	In-house
<b>SECOND CYCLE DOCUMENTS</b>				
Supplementary Planning Documents	Documents used to expand policy or provide further detail to policies in DPDs	PPS, RSS & DPDs	SPD	In-house

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### 4 PRODUCTION PROGRAMME

- 4.1 As shown in section 3 the local planning authority has set out its production schedule. The timescale for the production of documents is adversely affected by the delay until Regional Planning Guidance or a Regional Spatial Strategy is available. The timetables that follow (tables 3 & 4) take account of this and the resource implications of the preparation of the LDDs.
- 4.2 The final Supplementary Planning Document on Table 3 is entitled EDG & UPS. This abbreviation stands for the Essex Design Guide and Urban Place Supplement. Essex County Council is the lead player in the preparation of these documents and, at present, the timescale has yet to be finalised.

#### KEY

MILESTONES		
1	Commencement of the preparation process of a development plan document	
2	Commencement of work on an SPD	
3	Public participation on the preferred options	
4	Submission of the development plan document	
5	Public consultation	
6	Pre-examination meeting	
7	Commencement of the examination	
8	Publication of the Inspector's recommendations	
9	Adoption of the development plan document or SPD	
Development Plan Document (DPD)		
Supplementary Planning Document (SPD)		
Other Documents		

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**TABLE 3 – Three year production schedule for Local Development Documents (2005 – 2008)**

DOCUMENT	2005				2006												2007												2008									
	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O
2 <sup>nd</sup> Rochford District Local Development Scheme																																						
Rochford District Replacement Local Plan																																						
Core Strategy																																						
Allocations (to be adopted in January 2009)																																						
Development Control Policies (to be adopted in March 2009)																																						
Statement of Community Involvement																																						
Annual Monitoring Report																																						

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**TABLE 3 – Three year production schedule for Local Development Documents (2005 – 2008)**

	2005				2006												2007												2008									
DOCUMENT	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O
Educational Contributions																																						
Housing Design																																						
Playing pitch strategy																																						
Shop Fronts - Security and Design																																						
Vehicle parking standards																																						
Design guidelines for Conservation Areas																																						
Design, Landscaping & Access statements																																						
Rural Settlement Areas																																						
EDG & UPS*																																						

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### 5 LOCAL DEVELOPMENT DOCUMENT SUMMARIES (in alphabetical order)

5.1 The pages of this section provide summaries of the various local development documents that will be prepared and have been outlined in sections 3 and 4 of this report.

ALLOCATIONS DPD		
Document Details	<ul style="list-style-type: none"> <li>• Role and Subject</li> <li>• Geographic Coverage</li> <li>• DPD / SPD</li> <li>• Chain of Conformity</li> <li>• Joint preparation</li> </ul>	<ul style="list-style-type: none"> <li>• Will identify the sites proposed for development to meet the vision identified in the core strategy. It will also set out the policies that refer to the development of allocated sites.</li> <li>• District wide</li> <li>• DPD</li> <li>• Core Strategy</li> <li>• No</li> </ul>
Production	<ul style="list-style-type: none"> <li>• Which organisation / department of the authority will lead the process</li> <li>• Resources required to produce the LDD</li> <li>• Approach to involving stakeholders and the community</li> </ul>	<ul style="list-style-type: none"> <li>• Planning Policy team, RDC</li> <li>• Internal</li> <li>• As per the agreed SCI</li> </ul>
Timing	<ul style="list-style-type: none"> <li>• Commencement of process</li> <li>• Public participation on preferred options</li> <li>• Submission of DPD</li> <li>• Pre-examination meeting (if required)</li> <li>• Commencement of the examination</li> <li>• Inspector's binding report</li> <li>• Adoption of the DPD</li> </ul>	<ul style="list-style-type: none"> <li>• June 2006</li> <li>• February / March 2007</li> <li>• November 2007</li> <li>• March 2008</li> <li>• June 2008</li> <li>• November 2008</li> <li>• January 2009</li> </ul>
ANNUAL MONITORING REPORT		
Document Details	<ul style="list-style-type: none"> <li>• Role and Subject</li> <li>• Geographic Coverage</li> <li>• DPD / SPD</li> <li>• Chain of Conformity</li> <li>• Joint preparation</li> </ul>	<ul style="list-style-type: none"> <li>• Will aid assessment of the implementation of the LDS and the extent to which policies in LDDs are being achieved.</li> <li>• District wide</li> <li>• N.a.</li> <li>• Regional AMR</li> <li>• No</li> </ul>



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<b>ANNUAL MONITORING REPORT (cont.)</b>		
Production	<ul style="list-style-type: none"> <li>Which organisation / department of the authority will lead the process</li> <li>Resources required to produce the LDD</li> <li>Approach to involving stakeholders and the community</li> </ul>	<ul style="list-style-type: none"> <li>Planning Policy team, RDC</li> <li>Internal, plus external consultants</li> <li>As per the agreed SCI</li> </ul>
Timing	<ul style="list-style-type: none"> <li>Commencement of process</li> <li>Publication of DPD</li> </ul>	<ul style="list-style-type: none"> <li>September 2005 / 6 / 7</li> <li>December 2005 / 6 / 7</li> </ul>
<b>CORE STRATEGY DPD</b>		
Document Details	<ul style="list-style-type: none"> <li>Role and Subject</li> <li>Geographic Coverage</li> <li>DPD / SPD</li> <li>Chain of Conformity</li> <li>Joint preparation</li> </ul>	<ul style="list-style-type: none"> <li>Will set out the vision, objectives and spatial strategy for the district and the primary policies for achieving the vision.</li> <li>District wide</li> <li>DPD</li> <li>PPS &amp; RSS</li> <li>No</li> </ul>
Production	<ul style="list-style-type: none"> <li>Which organisation / department of the authority will lead the process</li> <li>Resources required to produce the LDD</li> <li>Approach to involving stakeholders and the community</li> </ul>	<ul style="list-style-type: none"> <li>Planning Policy team, RDC</li> <li>Internal</li> <li>As per the agreed SCI</li> </ul>
Timing	<ul style="list-style-type: none"> <li>Commencement of process</li> <li>Public participation on preferred options</li> <li>Submission of DPD</li> <li>Pre-examination meeting (if required)</li> <li>Commencement of the examination</li> <li>Inspector's binding report</li> <li>Adoption of the DPD</li> </ul>	<ul style="list-style-type: none"> <li>September 2005</li> <li>September / October 2006</li> <li>April 2007</li> <li>August 2007</li> <li>November 2007</li> <li>April 2008</li> <li>June 2008</li> </ul>
<b>DESIGN GUIDELINES FOR CONSERVATION AREAS SPD</b>		
Document Details	<ul style="list-style-type: none"> <li>Role and Subject</li> <li>Geographic Coverage</li> <li>DPD / SPD</li> <li>Chain of Conformity</li> <li>Joint preparation</li> </ul>	<ul style="list-style-type: none"> <li>Will provide guidance on design in conservation areas throughout the district.</li> <li>District wide</li> <li>SPD</li> <li>Adopted local plan</li> <li>No</li> </ul>

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<b>DESIGN GUIDELINES FOR CONSERVATION AREAS SPD (cont.)</b>		
Production	<ul style="list-style-type: none"> <li>Which organisation / department of the authority will lead the process</li> <li>Resources required to produce the LDD</li> <li>Approach to involving stakeholders and the community</li> </ul>	<ul style="list-style-type: none"> <li>Planning Policy team, RDC</li> <li>Internal</li> <li>As per the agreed SCI</li> </ul>
Timing	<ul style="list-style-type: none"> <li>Commencement of work on SPD</li> <li>Public participation on SPD</li> <li>Adoption of SPD</li> </ul>	<ul style="list-style-type: none"> <li>February 2006</li> <li>August &amp; September 2006</li> <li>January 2007</li> </ul>
<b>DESIGN, LANDSCAPING &amp; ACCESS STATEMENTS SPD</b>		
Document Details	<ul style="list-style-type: none"> <li>Role and Subject</li> <li>Geographic Coverage</li> <li>DPD / SPD</li> <li>Chain of Conformity</li> <li>Joint preparation</li> </ul>	<ul style="list-style-type: none"> <li>Will provide guidance on the information and documentation that the LPA will require with regard to Design Statements, Landscaping Statements and Access Statements.</li> <li>District wide</li> <li>SPD</li> <li>Adopted local plan</li> <li>No</li> </ul>
Production	<ul style="list-style-type: none"> <li>Which organisation / department of the authority will lead the process</li> <li>Resources required to produce the LDD</li> <li>Approach to involving stakeholders and the community</li> </ul>	<ul style="list-style-type: none"> <li>Planning Policy &amp; Building Control teams, RDC</li> <li>Internal</li> <li>As per the agreed SCI</li> </ul>
Timing	<ul style="list-style-type: none"> <li>Commencement of work on SPD</li> <li>Public participation on SPD</li> <li>Adoption of SPD</li> </ul>	<ul style="list-style-type: none"> <li>February 2006</li> <li>August &amp; September 2006</li> <li>January 2007</li> </ul>
<b>DEVELOPMENT CONTROL POLICIES DPD</b>		
Document Details	<ul style="list-style-type: none"> <li>Role and Subject</li> <li>Geographic Coverage</li> <li>DPD / SPD</li> <li>Chain of Conformity</li> <li>Joint preparation</li> </ul>	<ul style="list-style-type: none"> <li>Will contain policies, which whilst not being strategic or specific, will ensure that development meets certain criteria and contributes to the achievement of the vision and core strategy. This will include parking standards.</li> <li>District wide</li> <li>DPD</li> <li>Core Strategy</li> <li>No</li> </ul>

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<b>DEVELOPMENT CONTROL POLICIES DPD (cont.)</b>		
Production	<ul style="list-style-type: none"> <li>Which organisation / department of the authority will lead the process</li> <li>Resources required to produce the LDD</li> <li>Approach to involving stakeholders and the community</li> </ul>	<ul style="list-style-type: none"> <li>Planning Policy team, RDC</li> <li>Internal</li> <li>As per the agreed SCI</li> </ul>
Timing	<ul style="list-style-type: none"> <li>Commencement of process</li> <li>Public participation on preferred options</li> <li>Submission of DPD</li> <li>Pre-examination meeting (if required)</li> <li>Commencement of the examination</li> <li>Inspector's binding report</li> <li>Adoption of the DPD</li> </ul>	<ul style="list-style-type: none"> <li>August 2006</li> <li>April / May 2007</li> <li>January 2008</li> <li>May 2008</li> <li>August 2008</li> <li>January 2009</li> <li>March 2009</li> </ul>
<b>EDUCATIONAL CONTRIBUTIONS SPD</b>		
Document Details	<ul style="list-style-type: none"> <li>Role and Subject</li> <li>Geographic Coverage</li> <li>DPD / SPD</li> <li>Chain of Conformity</li> <li>Joint preparation</li> </ul>	<ul style="list-style-type: none"> <li>Will identify a cross-Essex approach to securing educational contributions from new housing development.</li> <li>District wide</li> <li>SPD</li> <li>Adopted local plan</li> <li>Yes, with other Essex authorities</li> </ul>
Production	<ul style="list-style-type: none"> <li>Which organisation / department of the authority will lead the process</li> <li>Resources required to produce the LDD</li> <li>Approach to involving stakeholders and the community</li> </ul>	<ul style="list-style-type: none"> <li>Planning Policy team, RDC through the county grouping</li> <li>Internal</li> <li>As per the agreed SCI</li> </ul>
Timing	<ul style="list-style-type: none"> <li>Commencement of work on SPD</li> <li>Public participation on SPD</li> <li>Adoption of SPD</li> </ul>	<ul style="list-style-type: none"> <li>November 2005</li> <li>June &amp; July 2006</li> <li>November 2006</li> </ul>
<b>ESSEX DESIGN GUIDE SPD</b>		
Document Details	<ul style="list-style-type: none"> <li>Role and Subject</li> <li>Geographic Coverage</li> <li>DPD / SPD</li> <li>Chain of Conformity</li> <li>Joint preparation</li> </ul>	<ul style="list-style-type: none"> <li>Design guidance to ensure high quality design throughout Essex.</li> <li>District wide</li> <li>SPD</li> <li>Adopted local plan</li> <li>Yes, with other Essex authorities</li> </ul>

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<b>ESSEX DESIGN GUIDE SPD (cont.)</b>		
Production	<ul style="list-style-type: none"> <li>Which organisation / department of the authority will lead the process</li> <li>Resources required to produce the LDD</li> <li>Approach to involving stakeholders and the community</li> </ul>	<ul style="list-style-type: none"> <li>Essex County Council</li> <li>In-house</li> <li>As per the agreed SCI</li> </ul>
Timing	<ul style="list-style-type: none"> <li>Commencement of work on SPD</li> <li>Public participation on SPD &amp; adoption of SPD</li> </ul>	<ul style="list-style-type: none"> <li>November 2005</li> <li>Unknown – being handled by Essex County Council</li> </ul>
<b>HOUSING DESIGN SPD</b>		
Document Details	<ul style="list-style-type: none"> <li>Role and Subject</li> <li>Geographic Coverage</li> <li>DPD / SPD</li> <li>Chain of Conformity</li> <li>Joint preparation</li> </ul>	<ul style="list-style-type: none"> <li>Design guidance to ensure high quality design throughout the district, reflecting local character and distinctiveness.</li> <li>District wide</li> <li>SPD</li> <li>Adopted local plan</li> <li>No</li> </ul>
Production	<ul style="list-style-type: none"> <li>Which organisation / department of the authority will lead the process</li> <li>Resources required to produce the LDD</li> <li>Approach to involving stakeholders and the community</li> </ul>	<ul style="list-style-type: none"> <li>Planning Policy team, RDC</li> <li>In-house</li> <li>As per the agreed SCI</li> </ul>
Timing	<ul style="list-style-type: none"> <li>Commencement of work on SPD</li> <li>Public participation on SPD</li> <li>Adoption of SPD</li> </ul>	<ul style="list-style-type: none"> <li>November 2005</li> <li>June &amp; July 2006</li> <li>November 2006</li> </ul>
<b>PLAYING PITCH STRATEGY SPD</b>		
Document Details	<ul style="list-style-type: none"> <li>Role and Subject</li> <li>Geographic Coverage</li> <li>DPD / SPD</li> <li>Chain of Conformity</li> <li>Joint preparation</li> </ul>	<ul style="list-style-type: none"> <li>Will identify the Council's strategy with regard to playing pitches and open space in the district.</li> <li>District wide</li> <li>SPD</li> <li>Adopted local plan</li> <li>No</li> </ul>
Production	<ul style="list-style-type: none"> <li>Which organisation / department of the authority will lead the process</li> <li>Resources required to produce the LDD</li> <li>Approach to involving stakeholders and the community</li> </ul>	<ul style="list-style-type: none"> <li>Planning Policy team, RDC</li> <li>Internal</li> <li>As per the agreed SCI</li> </ul>
Timing	<ul style="list-style-type: none"> <li>Commencement of work on SPD</li> <li>Public participation on SPD</li> <li>Adoption of SPD</li> </ul>	<ul style="list-style-type: none"> <li>November 2005</li> <li>June &amp; July 2006</li> <li>November 2006</li> </ul>

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<b>RURAL SETTLEMENT AREAS SPD</b>		
Document Details	<ul style="list-style-type: none"> <li>• Role and Subject</li> <li>• Geographic Coverage</li> <li>• DPD / SPD</li> <li>• Chain of Conformity</li> <li>• Joint preparation</li> </ul>	<ul style="list-style-type: none"> <li>• Will provide detailed guidance identifying the dwellings lying within the Rural Settlement Areas.</li> <li>• District wide</li> <li>• SPD</li> <li>• Adopted local plan</li> <li>• No</li> </ul>
Production	<ul style="list-style-type: none"> <li>• Which organisation / department of the authority will lead the process</li> <li>• Resources required to produce the LDD</li> <li>• Approach to involving stakeholders and the community</li> </ul>	<ul style="list-style-type: none"> <li>• Planning Policy team, RDC</li> <li>• In-house</li> <li>• As per the agreed SCI</li> </ul>
Timing	<ul style="list-style-type: none"> <li>• Commencement of work on SPD</li> <li>• Public participation on SPD</li> <li>• Adoption of SPD</li> </ul>	<ul style="list-style-type: none"> <li>• February 2006</li> <li>• August &amp; September 2006</li> <li>• January 2007</li> </ul>
<b>SHOP FRONTS – SECURITY &amp; DESIGN SPD</b>		
Document Details	<ul style="list-style-type: none"> <li>• Role and Subject</li> <li>• Geographic Coverage</li> <li>• DPD / SPD</li> <li>• Chain of Conformity</li> <li>• Joint preparation</li> </ul>	<ul style="list-style-type: none"> <li>• Will provide guidance on the design standards for the appropriate secure design of shop fronts in the district.</li> <li>• District wide</li> <li>• SPD</li> <li>• Adopted local plan</li> <li>• No</li> </ul>
Production	<ul style="list-style-type: none"> <li>• Which organisation / department of the authority will lead the process</li> <li>• Resources required to produce the LDD</li> <li>• Approach to involving stakeholders and the community</li> </ul>	<ul style="list-style-type: none"> <li>• Planning Policy team, RDC</li> <li>• Internal</li> <li>• As per the agreed SCI</li> </ul>
Timing	<ul style="list-style-type: none"> <li>• Commencement of work on SPD</li> <li>• Public participation on SPD</li> <li>• Adoption of SPD</li> </ul>	<ul style="list-style-type: none"> <li>• November 2005</li> <li>• June &amp; July 2006</li> <li>• November 2006</li> </ul>
<b>STATEMENT OF COMMUNITY INVOLVEMENT</b>		
Document Details	<ul style="list-style-type: none"> <li>• Role and Subject</li> <li>• Geographic Coverage</li> <li>• DPD / SPD</li> <li>• Chain of Conformity</li> <li>• Joint preparation</li> </ul>	<ul style="list-style-type: none"> <li>• Will set out standards and approach to involving stakeholders and the community in the production of the LDF.</li> <li>• District wide</li> <li>• N.a.</li> <li>• N.a.</li> <li>• No</li> </ul>

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<b>STATEMENT OF COMMUNITY INVOLVEMENT (cont.)</b>		
Production	<ul style="list-style-type: none"> <li>Which organisation / department of the authority will lead the process</li> <li>Resources required to produce the LDD</li> <li>Approach to involving stakeholders and the community</li> </ul>	<ul style="list-style-type: none"> <li>Planning Policy team, RDC</li> <li>Internal, plus external consultants</li> <li>As per the agreed SCI</li> </ul>
Timing	<ul style="list-style-type: none"> <li>Commencement of process</li> <li>Public participation on preferred options</li> <li>Submission of DPD</li> <li>Pre-examination meeting (if required)</li> <li>Commencement of the examination</li> <li>Inspector's binding report</li> <li>Adoption of the DPD</li> </ul>	<ul style="list-style-type: none"> <li>June 2005</li> <li>February &amp; March 2006</li> <li>May 2006</li> <li>September 2006</li> <li>October 2006</li> <li>November 2006</li> <li>January 2007</li> </ul>
<b>VEHICLE PARKING STANDARDS SPD</b>		
Document Details	<ul style="list-style-type: none"> <li>Role and Subject</li> <li>Geographic Coverage</li> <li>DPD / SPD</li> <li>Chain of Conformity</li> <li>Joint preparation</li> </ul>	<ul style="list-style-type: none"> <li>Will amplify and expand be used to provide detailed guidance with regard to the adopted maximum car parking standards.</li> <li>District wide</li> <li>SPD</li> <li>Adopted local plan</li> <li>No</li> </ul>
Production	<ul style="list-style-type: none"> <li>Which organisation / department of the authority will lead the process</li> <li>Resources required to produce the LDD</li> <li>Approach to involving stakeholders and the community</li> </ul>	<ul style="list-style-type: none"> <li>Planning Policy team, RDC</li> <li>In-house</li> <li>As per the agreed SCI</li> </ul>
Timing	<ul style="list-style-type: none"> <li>Commencement of work on SPD</li> <li>Public participation on SPD</li> <li>Adoption of SPD</li> </ul>	<ul style="list-style-type: none"> <li>November 2005</li> <li>June &amp; July 2006</li> <li>November 2006</li> </ul>



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### 6 SUPPORTING STATEMENT

6.1 The LDF will comprise of the LDD's identified in the Profiles. Figure 1 outlines their relationships to each other. Whilst the adopted local plan (the RDLPFR) will come to the end of its life in 2006, the Rochford District Replacement Local Plan will be adopted in the interim. This will contain policies that will be saved for a period of three years from the date of adoption. All other identified LDDs will be prepared to the timescales set out to ensure that a comprehensive LDF is in place as soon as possible.

6.2 As there will be a change in development plans, an interim review of the LDS is to be carried out. This review will enable an assessment to be carried out of the need to save (for the longer-term) any relevant policies from the Rochford District Replacement Local Plan.

#### *Statement of Community Involvement*

6.2 The SCI will be prepared at the start of the process and monitored and kept up to date via the AMR. Its relationship with the LDDs/SPDs is that it identifies the processes by which the community will be engaged in consultation on each type of document and at every stage of its preparation. In addition the SCI will also identify how the community will be engaged in the consideration of major development control decisions. The consultation and involvement will be co-ordinated with the RCC for Essex, who have developed a process for this and have significant experience of engagement in this field. Regulation 25 consultation has already taken place for the SCI.

#### *Strategic Environmental Assessment (SEA) / Sustainability Appraisal (SA)*

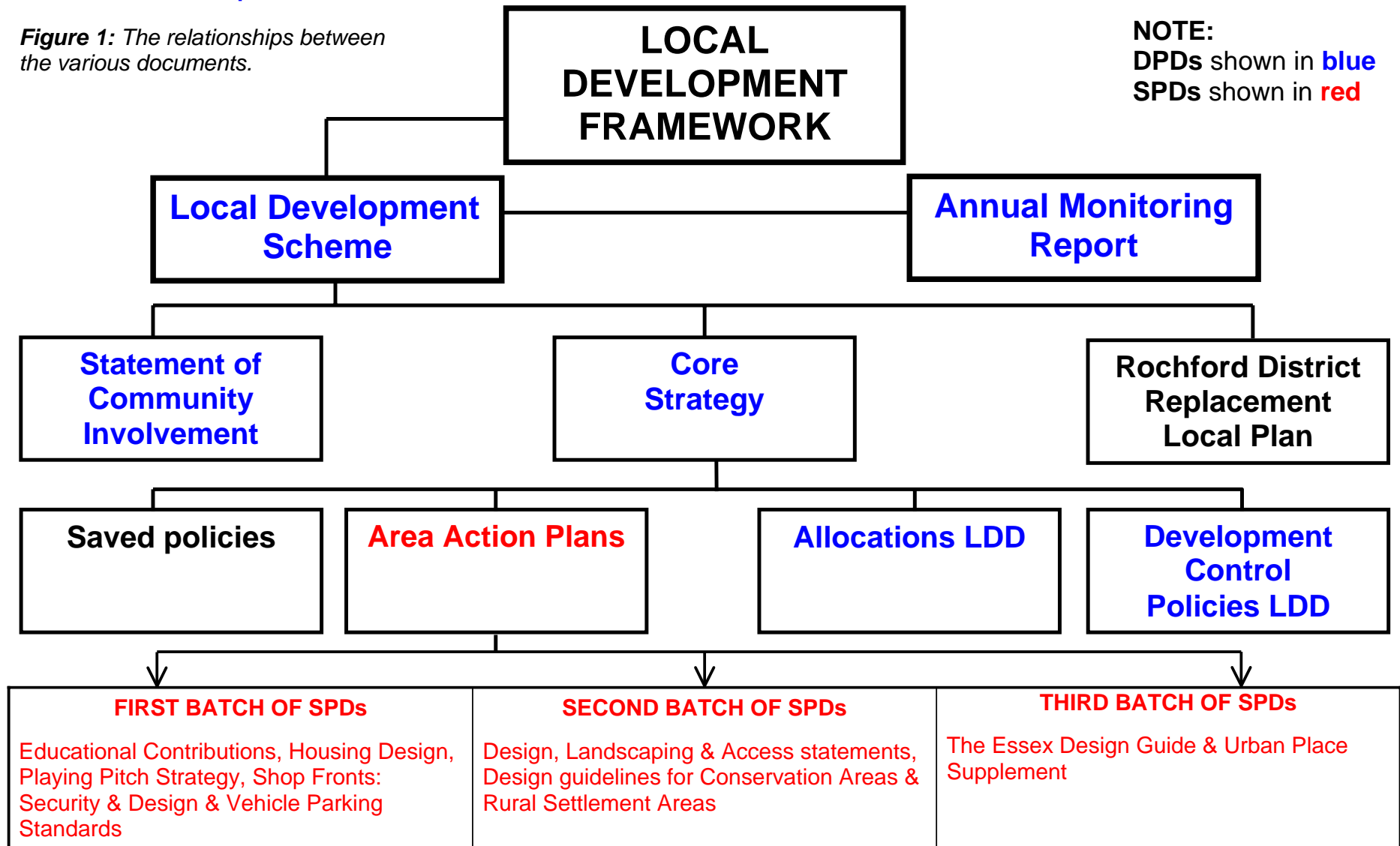
6.3 A Strategic Environmental Assessment will need to be undertaken in advance of the preparation of any LDDs. It will be used to inform the core strategy and, linked with the sustainability appraisal, will identify the most sustainable locations for development within the district.

6.4 The current RDRLP has been subjected to a sustainability appraisal. However, under more recent law and the implementation of the SEA Directive (European Directive 2001/42/EC) all plans, policies and projects are subject to SEA. The government has put forward an approach that combines both SEA and SA and the LPA will adopt the approach put forward in the ODPM's *Sustainability Appraisal of Regional Spatial Strategies and Local Development Frameworks*.

6.5 SEA/SA is a process that will ensure that social, economic, and environmental considerations are fully taken into account at every stage of preparation for each LDD and SPD produced. All LDDs and SPDs will undergo SEA/SA. The Council is committed to this approach and has commissioned Essex County Council to ensure that appropriate SEA / SA is produced.

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**Figure 1:** The relationships between the various documents.



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### *Core Strategy*

- 6.6 The core strategy is the principal document in the LDF and will contain the Council's vision and spatial strategy for the future development of the district. It will identify the development needs for the district and the broad locations for new developments to meet these needs. A key diagram will be used to illustrate this strategy. It will be prepared to be in broad conformity with RSS14 and will have regard to the Community Strategy. The preparation of the Core Strategy is the LDD with which all other DPDs/SPDs need to be in conformity.
- 6.7 The preparation of the Core Strategy is a priority for the Council. However, the preparation of the Core Strategy has been delayed so that it can take account of the Panel Report of the Examination into the *East of England Plan*, which is expected in mid- 2006. The Council intends to carry out preparatory work and consultation prior to this so that it may proceed speedily to adoption following the Panel's report.

### *Proposals Maps*

- 6.8 The proposals maps will be of a similar format to those produced for the RDRLP (Second Deposit Draft). Inset maps will also be produced for the AAPs at a larger scale and separate to the main plans. The proposals maps will form a 'chapter' in local development framework and will be presented as a separate document. They will be updated each time a DPD with a geographic expression is updated.

### *Development Control Policies*

- 6.9 The core strategy will not contain many development control policies. The majority will be the subject of a separate LDD that will be in conformity with the core strategy. Policies within this document will be applicable district wide. These policies will provide a discrete and succinct basis against which the detail of specific development proposals can be considered.

### *Allocations*

- 6.10 This LDD will in conformity with the Core Strategy identify the site specific allocations that will be required to deliver the vision set out in the Strategy. It will cover all allocations, including, but not limited to, residential, employment, leisure and cemeteries. With regard to housing, it will detail the minimum number of dwellings expected on each site as well as the amount and mix of affordable housing to be provided.
- 6.11 This document will be prepared partially in advance of the Inspector's Report relating to the Core Strategy. The reason for this is simple. The district has already met its housing targets for the period through until 2011, when based upon figures cascaded from the Essex and Southend-on-Sea Replacement Structure Plan. It is



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expected however, that significant amounts of land will be required to meet housing targets to be cascaded from the *East of England Plan*. The Allocations DPD will be subject to an issues paper consultation and preparatory work will take place so that a final version may be submitted speedily once the content of the Inspector's binding report is known and applied to the Core Strategy DPD.

### *Annual Monitoring Report*

- 6.12 Monitoring systems will be introduced to ensure not only that the implementation of the LDF is achieved but also to ensure that the evidence upon which the LDF is based is still relevant and up to date. This information will be collated via the AMR. Detailed guidance on the format of AMRs has not yet been produced. This section may need to be amended in light of the contents of this guidance.
- 6.13 Monitoring will be undertaken initially by the Local Plan Team, using other internal or external resources where necessary or appropriate. The AMR will include an assessment of:
- whether policies and related targets or milestones in LDDs have been met or progress is being made towards achieving them, or the reasons why they are not being met;
  - what impact the policies are having on national, regional and local targets and any other targets identified in LDDs;
  - whether the policies in the LDDs need adjusting or replacing because they are not working as intended or are not achieving sustainable development objectives; and
  - if policies or proposals need changing, suggested actions to achieve this.
- 6.14 It is not possible to state at this stage when a review of the LDF will take place or what form such a review will take. A structured approach to identifying revisions to the LDF will be taken linking the review programme to the AMR and LDS annual update. This does not, however, preclude revisions at other times if circumstances deem it necessary.
- 6.15 The Council has prepared its first Annual Monitoring report and this was submitted to the Government Office for the Eastern Region in December 2005. This was in line with their request in a letter dated 3<sup>rd</sup> August 2005 to the Council, which requested that we include monitoring information on:
- Housing delivery (including a housing trajectory);
  - Business development;
  - Transport;
  - Local services (retail, leisure, open space, etc.);
  - Flood protection and water quality;



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- Biodiversity;
- Renewable energy;
- Gypsy and Traveller Issues; and
- Other Relevant Local Indicators.

### *Saved Policies*

- 6.16 The Rochford District Replacement Local Plan is undergoing its final phases prior to adoption. It is intended to adopt this before June 2006. This will leave the Council with a suite of saved policies covering a period of three years from the date of adoption. It is therefore anticipated that work will commence on the process of choosing which policies to save for a period in excess of three years during the life of the LDS. Until monitoring of the Rochford District Replacement Local Plan policies has taken place, it is not known which policies will be saved. The interim review of the LDS will identify the timescale for the preparation of this document.

### *Supplementary Planning Documents*

- 6.17 The Council will convert and update existing supplementary planning guidance to SPDs and that this will take place whilst the Rochford District Replacement Local Plan is being adopted. This will give an up to date policy framework from which the SPDs can hang. There will be little work involved in this process, as much of this is an amplification of policy, subject to SEA; so in effect preferred versions of the SPDs are written already. In future the SPDs will be revised to supplement DPD, rather than local plan, policies.
- 6.18 The consultation aspects of this work will require the greatest resources. It is intended that the following SPDs will be produced:

FIRST BATCH OF SPDs	SECOND BATCH OF SPDs	THIRD BATCH OF SPDs
<ul style="list-style-type: none"> <li>• Educational Contributions</li> <li>• Housing Design</li> <li>• Playing Pitch Strategy</li> <li>• Shop Fronts: Security &amp; Design</li> <li>• Vehicle Parking Standards</li> </ul>	<ul style="list-style-type: none"> <li>• Design, Landscaping &amp; Access statements</li> <li>• Design guidelines for Conservation Areas</li> <li>• Rural Settlement Areas</li> </ul>	<ul style="list-style-type: none"> <li>• The Essex Design Guide &amp; Urban Place Supplement</li> </ul>

### *Presentation of the LDF*

- 6.19 The LDF will be presented as a loose-leaf folder with each of the LDDs identifiable. This will enable the LDDs to be amended and updated easily. It also will ensure that all the LPA's planning policies will be within one document at all times. The LDF will be made available on CD-ROM and it will also be placed on the internet.
- 6.21 There will still however be a need to have regard to the Minerals and Waste LDFs produced by Essex County Council, and the *East of England Plan*, which will be published separately to the Rochford District LDF.

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### 7 EVIDENCE BASE

7.1 The principal technical studies which will be used in the preparation of the LDF and their provisional timetable for revision is given in Table 4.

**TABLE 4 – The evidence base for the Rochford District LDS**

STUDY OR ITEM	PRODUCED	
Urban Capacity Study	2001	2006
Housing Needs Study	2005	2008
Retail Study	1999	2006
Playing Pitch Strategy	2002	2007
Inner Green Belt Boundary Study	2001	2011
Residential Land Availability	Annually	As part of AMR
Industrial Land Availability	Annually	As part of AMR
Strategic Flood Risk Assessment	2006	Not programmed
Strategic Environmental Assessments	2006	Not programmed
Sustainable Housing Location Assessment	2006	Not programmed





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### 8 CONTINGENCY PLANNING

- 8.1 The LPA has considered the need for contingency planning with regard to the timescales set out in the LDS and believes that they include an amount of leeway, which will enable the LPA to meet the targets set. The milestones which have been set out in the two principle pieces of central government guidance have been adhered to and advice taken from the Government Office for the East of England. Time is allowed for committee progress, the Councillor's summer recess and the production time for strategic environmental assessment, where these factors are relevant.
- 8.2 A significant delay has been experienced because of the late running of the production of the East of England Plan (RSS14). The necessity to conform to this affects the LPA's ability to devise a Core Strategy, Allocations or the Development Control DPDs. This was a major factor in the revision to this document from the first adopted Rochford District LDS. At the present time it is expected that the Panel Report into the Examination in Public of the East of England Plan (RSS14) will be published in mid-2006. This LDS takes account of this. There may be a need for a further revision should the RSS production process slip further.
- 8.3 Outside of the control of the LPA, delays can occur through either processes involving the Planning Inspectorate or the Government Office. The former would have to meet the targets laid out in the LDS and in a service level agreement with the LPA, whilst the latter has powers to call-in LDDs. Either process could affect the LPA's achievement of targets.
- 8.4 The LPA is committed to funding the LDF appropriately and ensuring that resources are available to allow this to happen. Expertise from within the planning policy team, together with the use of external specialists, will allow the targets to be met.



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### 9 FUTURE DOCUMENTS & WORK

- 9.1 It is recognised that the preparation of further documents will be required to complete the local development framework. What is put forward for the period 2005-2008 is a statement of the Council's priorities given the resource implications of the process.
- 9.2 Two major development sites are considered worthy of Area Action Plan status. These are London Southend Airport and Foulness & the surrounding MoD land. It is intended to develop Area Action Plans for these sites in post-2008. More information will be available on the timeframe for these LDDs when the interim review of the LDS is carried out. As these sites are of significance to Southend-on-Sea Borough Council, the LPA will investigate joint working with this neighbouring unitary authority on these sites.
- 9.3 Local planning authorities may prepare an LDD on Section 46 Contributions. The Council has chosen to adopt this approach. However, this section of the Act has yet to be implemented and so no date is set for the preparation of this document. This will be reconsidered by the interim review of the LDS.
- 9.4 The Essex Design Guide and its Urban Place Supplement have recently been updated and it is intended that this will be adopted as a SPD in due course. At the present time Essex County Council have provided no firm information as to the proposed timetable to adoption. Little information is displayed on the Table 3 because of this.
- 9.5 Coupled to these will be the implications and information gained from regular monitoring, the need to update the evidence base periodically and LDDs to tackle issue or area specific areas of planning. These will be brought forward as required and as resources allow.
- 9.6 To enable the system to remain responsive, the Council will review its Local Development Scheme half way through its timescale. This will enable early implementation of the aforementioned documents.



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### 10 IMPLEMENTATION

- 10.1 Rochford District Council will be the lead body for the implementation of the LDS. However, the pattern and arrangements for service delivery are changing nationally. Rochford District Council is engaged with the Thames Gateway South Essex Partnership, Local Strategic Partnerships and is investigating what will be appropriate Local Area Agreements.
- 10.2 The Thames Gateway is a national priority for regeneration and growth and is identified in the Government's Sustainable Communities plan as one of the growth areas for new housing in the South East. The vision for Thames Gateway South Essex is focused on the creation of sustainable communities that make the most of the unique characteristics of South Essex. Rochford is recognised as an area for the developing leisure, recreation and tourism activities and in particular is key to the development and expansion of the green grid.
- 10.3 The Council is part of the Rochford District Local Strategic Partnership. Local Strategic Partnerships were introduced as a result of the Local Government Act 2000 and have a critical role to play in delivering the Community Strategy Action Plan, particularly in relation to coherent service provision and the development of genuinely sustainable communities for the Rochford district.
- 10.4 A Steering Group is responsible for the development and implementation of the Community Strategy, membership of the Steering Group includes representatives from:
- Rochford District Council
  - Rochford and Castle Point Primary Care Trust
  - South Essex Partnership Trust
  - Essex County Council and the district's Parish and Town Councils
  - Business Representatives
  - Essex Learning and Skills Council
  - Essex Police
  - Rayleigh and Rochford District Association of Voluntary Services (RAVS)
  - Thames Gateway South Essex
  - Faith groups
  - Schools
- 10.5 In preparing the LDF development plan documents it is essential that there is close collaborative working with the LSP to ensure that the spatial aspects of the Community Strategy are implemented to best effect for the district. Therefore, the LSP will be involved at all stages of the preparation of development plan documents.
- 10.6 A key part of the developing strategy for enabling better public services to be delivered more effectively locally is to provide a new framework for the relationship between central and local government. Local Area Agreements are a new way of working to build a more flexible and responsive relationship between central government and a locality on the priority outcomes that need to be achieved at local

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level. Achieving this new relationship will require a significant shift in the way central and local government relate to each other and to other local partners.

- 10.6 Rochford District Council is working with all the authorities in Essex to develop a Local Area Agreement that will achieve a step change in the delivery of public services in the County and this new agreement will influence the planning strategy and policies in the Local Development Framework.
- 10.7 It is likely that Local Strategic Partnerships, Local Area Agreements and the Thames Gateway South Essex Partnership will influence service provision during the lifetime of the LDS.









**PREPARED BY THE ROCHFORD DISTRICT COUNCIL  
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